

Right file
AUG 17 1955

MEMORANDUM FOR: Deputy Chief, Counter Intelligence Staff

SUBJECT: DD/P Space at Record Center

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1. These are some views of the inactive Records Center at [REDACTED]. This is a completely new building, fire proof, and controlled security-wise. The T/O is 12 people, and the on-boards are also 12 people. This activity is supervised for the Agency by [REDACTED] and locally by [REDACTED].

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2. It is easy to shut off an area for allocation to DD/P down there, but the Management Staff is unable to agree to take any assignment to this area from any other T/O, as proposed. Whoever works there must come under the supervision of the local Commanding Officer. Further than this, in terms of manpower utilization, the Management Staff cannot subscribe to any assignment of an employee to do less than a full-time job. Also, access to any area in this Records Center must be made available to command channels within the Post - for fire prevention, for any remedy to the ADT system and for cleaning.

3. It seems to me that among the 12 employees, we ought to be able easily to satisfy whatever security aspects the DD/P requires.

4. You realize, of course, that the degree of sensitivity with respect to records that are already down in this Center fully equals any DD/P has, or will have. The records I have in mind are Finance, Personnel, Medical, OCI and OSI. The Finance records have complete stories of your own projects.

5. Please advise, and also please return the photographs.

SIGNED

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[REDACTED]
Chief, Management Staff

Attachments - 5

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